



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6166264  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** DIVE SPOTTERS TRAINING PROGRAM June 5-7, 2019  
**Area of Delivery**

<b>Solicitation Number:</b>	2019-04-0075	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Travel, Food, Lodging and Entertainment Services	<b>Date Published</b>	27/04/2019
<b>Approved Budget for the Contract:</b>	PHP 600,000.00	<b>Last Updated / Time</b>	26/04/2019 14:46 PM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	30/04/2019 16:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  t_romanesh@yahoo.com.ph		

#### Description

##### TERMS OF REFERENCE

I. BIDDER : Service Provider

II. PROJECT TITLE : Dive Spotters Training Program

III. PROJECT DATE : June 5 to 7, 2019

##### IV. MINIMUM REQUIREMENTS :

1. Must be accredited by the DOT
2. Must be willing to provide services on send-bill arrangement
3. Preferably specializing in handling dive groups and have handled dive groups in the last three years

##### V. SCOPE AND WORK DELIVERABLES

1. Provision of travel insurance for each participant in case of emergency trip cancellation or emergency trip termination;
2. Ground arrangement for tour package, environmental fees, marine dive fees, portorage fees, roundtrip transfers with provisions for transportation of luggage, single/twin sharing accommodation, and full board meals;
3. Provision of first aid medical kit for the participants;
4. Van Rental (inclusive of professional driver fees, driver's accommodation and meals, and applicable toll fees)  
 Date No. of Units Capacity and Route  
 June 5 to 7, 2019 1 van Van Seating Capacity: 10 pax per van  
 \*Van to standby in Anilao in case of emergencies  
 Route: Metro Manila to Anilao, Batangas  
 Rental Period: 24 hours per day for 3 days

5. Accommodation (PCSSD Accredited Dive Resort within Bagalangit, Mabini, Batangas)

Participants Room Type Meals Check In Check-Out Dives  
Facilitator Single Occupancy Full Board June 5 June 7 2  
DOT Coordinator 1 Twin Share Full Board June 5 June 7 0  
DOT Coordinator 2 0  
Participant 1 Twin Share Full Board June 5 June 7 2  
Participant 2 2  
Participant 3 Twin Share Full Board June 5 June 7 2  
Participant 4 2  
Participant 5 Twin Share Full Board June 5 June 7 2  
Participant 6 2  
Participant 7 Twin Share Full Board June 5 June 7 2  
Participant 8 2  
Participant 9 Twin Share Full Board June 5 June 7 2  
Participant 10 2  
Participant 11 Twin Share Full Board June 5 June 7 2  
Participant 12 2  
Participant 13 Twin Share Full Board June 5 June 7 2  
Participant 14 2  
Participant 15 Twin Share Full Board June 5 June 7 2  
Participant 16 2

Participant 17 Twin Share Full Board June 5 June 7 2  
Participant 18 2  
Participant 19 Twin Share Full Board June 5 June 7 2  
Participant 20 2

\*Service of dive guides and equipment rental not necessary.

6. Other Meals

Date No. of Pax Remarks

June 5 3 pax Ala-Carte Lunch en-route to Anilao, Batangas  
June 7 3 pax Ala-Carte Dinner en-route to Manila

7. Hiring of a professional trainer to undertake the following tasks related to the training program:

- a. Prepare training module with the following components:
- Marine Habitat and Residents
  - Bonfire/Blackwater Orientation and Spotting Procedures
  - Dive Spotter Skills, Equipment, Procedures/Guidelines
  - First Aid and CPR
  - Photography Basics
  - Practical Skills Test for Underwater Photography Guiding
- b. Provide training materials such as the following:
- 25 pcs Philippine Fish and Invertebrate ID Book
  - 20 pcs First Aid Kits
  - 5 pcs CPR Dummies

VI. BUDGET

Total budget for this project is PhP 600,000.00.

The winning bidder shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

VII. CONTACT PERSON

Contact Person : Celstine Joyce T. Sy  
Office : Office of Product and Market Development – Dive  
Contact Number : 459 5200 local 509  
Email Address : ctsy@tourism.gov.ph

**Other Information**

NOTE : The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

- Current Mayor's/Business Permit/BIR Cert of Registration (Individual)
- PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
- Latest annual Income Tax Return or Bus. Tax Return (For ABC's above Php500K)
- Original or certified true copy of duly notarized Omnibus Sworn Statement
- DOT Accreditation certificate (valid)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to  
Ms. Teresita A. Romanes at the Department of Tourism  
#351 Sen. Gil Puyat Avenue, Makati City  
Telephone Nos. 459-5200/30 loc. 425

NOTE : For Land Bank Payment Purposes:

Bank's Name \_\_\_\_\_  
Bank's Account Number \_\_\_\_\_

**Created by** TERESITA A. ROMANES

**Date Created** 26/04/2019

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